

JEFFERSON/FRANKLIN CONSORTIUM
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING
January 30, 2025

Jefferson/Franklin Consortium Workforce Development Board held a virtual meeting on January 30, 2025, at 1:30 p.m.

Attendance was taken and a quorum was present. The following WDB members were in attendance: Robert Francis, Dave Crump, Nicole Hillemeier, Scott Pagel, Donna Litton, Amanda Black, Mark Arens, Steve Markus, Cathy Poole, Julie Johns, Andrew Held, Julie Scannell, Joel Doepker, Debbie Durham, Mary Moriarty, Chris Vansickle, and Valerie Moore. Other interested parties in attendance: Dr. Josephine Kershaw, Kenny Wilson, Samantha Roberson, Mary Brown, Jane Kost, Maggie Peetz, Trish Davids, Stephanie Hemby, Lora Warner, Hilary Wagner, Christina Holmes, Megan McEwen, Tina Davis, and Leanna Eckhoff.

Dave Crump made the motion, seconded by Steve Markus to approve the minutes of October 31, 2024, Workforce Development Board (WDB) meeting (Agenda Item II.) Motion carried.

Jane Kost presented the annual review of Board By-laws (Agenda Item III.). Attestations were sent via DocuSign for electronic signatures to Board members.

Workforce Services Reports (Agenda Item IV(a-d).) were presented as follows:

Office of Workforce Development (OWD) Update – Valerie Moore informed the Board that the State would be taking over local Equal Opportunity responsibilities, with Tamika Green assigned to our region.

Megan McEwen provided an update on the Arnold Job Center. WorkKeys/NCRC testing is now available a couple times a month and they are working on having more hiring events in the future. Also, OWD is working on streamlined and universal workshops to be offered virtually and in-person.

Tina Davis provided an update on the Washington Job Center. They continue to have quarterly hiring events and work with new employers.

Trish Davids discussed WIOA Adult, Dislocated Worker, and Youth program updates and presented a WIOA success story. Trish reported that two new staff were hired. Outreach will be a focus going forward.

Trish Davids discussed On-the-job Training/Incumbent Worker Training (IWT) program updates. Staff are working on increasing OJT and a few IWT have closed and a couple more projects are slated to begin.

Leanna Eckhoff discussed the Business Services Team recent activity, including increasing involvement in upcoming job fairs and hiring events. The next BST meeting will be February 18, 2025, virtual.

Mary Brown gave the following Monitoring and Oversight report updates (Agenda Item V(a-b.):

- a. Workforce Innovation and Opportunity Act (WIOA) Program Year (PY) 2024 Performance to Date (7/01/2024 – 12/31/2024)
- b. Department of Social Services SkillUp and Jobs League Monitoring – the board is currently undergoing a monitoring review.

Mary Brown presented on the formal advertised competitive bid process to

procure audit services for the audit period of 7/01/24-6/30/25. (Agenda Item VI.) Amanda Black made the motion, seconded by Nicole Hillemeyer, proceed with formal advertised competitive bid process to procure audit services for the audit period of 7/01/24-6/30/25. Motion carried.

Mary Brown discussed additional funding allocations (Agenda Item VII.). Mary informed the Board that the Jefferson/Franklin region received statewide funding for Individual Training Accounts (ITAs), non-WIOA funding, and business services funding. Discussion was held on contracting the local colleges to carry out those responsibilities. Dave Crump made the motion, seconded by Steve Markus, to approve issuing contracts to Jefferson College and East Central College to provide Business Services for the period of 2/01/25 - 1/31/26. Valerie Moore, Joel Doepker and Mary Moriarty abstained. Motion carried.

Jefferson College representatives, Lora Warner, Sam Roberson, and Kenny Wilson presented on the 3.99 million dollar Apprenticeship Grant that they received as part of a consortium of Southeast Missouri institutions including East Central College, Central Methodist University, Mineral Area College, and Three Rivers College. (Agenda Item VIII.)

Community Workforce and/or Economic Development (Agenda Item IX.) updates were presented as follows:

- East Central College – Joel Doepker
- Jefferson College – Kenny Willson
- Adult Basic Education and Literacy – Alice Whalen
- Adult Basic Education and Literacy – Julie Johns
- Vocational Rehabilitation – Amanda Black
- Economic Development Corporation of Jefferson County – Donna Litton

Civilian Labor Force Data was reviewed by Robert Francis. (Agenda Item X.)

Upcoming meetings/conferences:

- a. Business Services Team – February 18th
- b. Youth Committee meeting – April 14th
- c. MAWD Conference – April 23-25th

The next WDB meeting is scheduled for April 24, 2025.